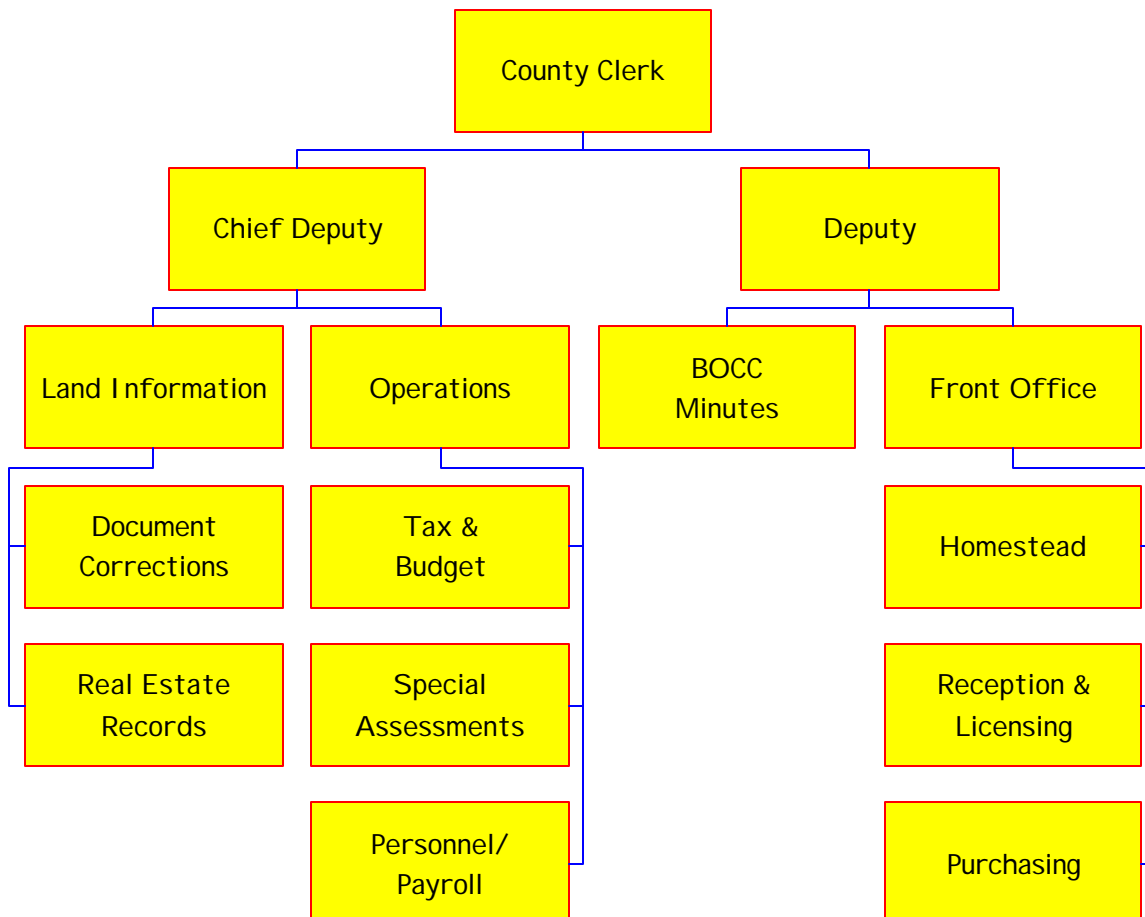


# County Clerk

James Alford, County Clerk  
525 N. Main, Suite 211  
383-7027

## Our Mission:

*The mission of the County Clerk is to efficiently and courteously serve the citizens of Sedgwick County by emphasizing quality services in daily activities; improving efficiency via automation and effective records management practices; increasing opportunities for professional growth through continuing education; recognizing professionalism; encouraging input from those we serve; communicating with townships and other units of local government; and bringing Clerk's services to the residents of the County. To be the best we can be.*



## Budget Highlights:

The 2000 budget for the County Clerk totals \$699,514, and includes an increase of 34.7% in personnel costs. This increase reflects the incorporation of benefit costs into department budgets and a 3% general salary increase for all County employees. To absorb the increase in personnel costs, both contractual service and commodity expense were reduced. This reduction in operating expense can be recaptured utilizing salary savings, either through the elimination of a position or through natural attrition in FY2000.

## Department Recap (1100-1004):

	1998 Actual	1999 Revised	2000 Adopted	1999-2000 % Change
Personnel	483,860	504,083	678,819	34.7
Contractual Services	33,849	32,410	19,212	- 40.7
Commodities	11,054	7,788	1,483	- 81.0
Capital Improvements	0	135,000	0	- 100.0
Capital Outlay	353	0	0	n.a.
Interfund Expenditure	9,232	0	0	n.a.
Total Department	538,348	679,281	699,514	3.0

## Staffing Detail:

Code	Classification	Range	1999 FTE	2000 FTE	Adopted Budget
KAC	County Clerk		1.0	1.0	56,791
KBK	Chief Deputy County Clerk	24	1.0	1.0	44,552
KB8	Land Information Manager	23	1.0	1.0	43,969
KB1	Deputy Clerk	21	1.0	1.0	31,787
KBG	Administrative Officer	21	1.0	1.0	32,343
KBH	Administrative Specialist	19	2.0	2.0	54,474
KDK	Fiscal Associate	16	2.0	2.0	52,354
KDB	Office Specialist	15	10.0	10.0	220,511
Direct Employee Totals			19.0	19.0	536,781
Longevity					2,670
Salary Savings					(26,638)
Benefits					166,006

Total Personnel Cost	678,819
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